



Meeting Minutes

DATE: June 12, 2025

TIME: 10:00 a.m.

LOCATION: Imperial Golf Club, downstairs meeting room

Board Members Present: Gale Schwartz, Ted Anderson, Chuck Peacock, and Pam Falcigno

Others Present: Naomi Baratko, from Vesta Property Services), Mark Thieme, the Maintenance supervisor, and six (6) homeowner members in person and five (5) via zoom

1. Establish a Quorum/Call to Order and Proof of Notice:

- A quorum was established, and the meeting was called to order by Gale Schwartz at 10:00am.
- The meeting notice was posted in accordance with the Florida State Statutes and Association By-Laws

2. Approval of Previous meeting Minutes.

- The previous meeting minutes were on motion to approve by Jim Wilson, seconded by Ted Anderson, and approved unanimously.

3. Presidents Report-This report was provided by Gale Schwartz

The HOA removed a "viewing "stand that was erected on HOA property without the HOA knowledge. Please be aware that this property is common property and no one can use this property to build any type of structure.

Many homeowners have responded to our letters regarding maintenance at their homes. Thank you for the prompt repairs.

The back gate was hit by an individual pulling a boat through the gate. Remember the gate is designed for vehicle use only and no trailers behind a car may use the back gate. The damage was over \$500. The homeowner did pay for the repair and their passes were

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revoked for 30 days as they had received a previous warning. The parts needed to be ordered and delayed the gate being returned to normal usage.

Please review the website for the preferred mailboxes for the community. Any mailbox being replaced must conform to current standards.

Maintenance

The bubbler system on Countess Lake is now complete.

Ongoing maintenance for power washing continues.

Repairs with the irrigation system are complete.

GIB

The sheriff has been conducting 4-hour shifts with varied results for speeders.

The gate house painting should be completed this month.

GIB agreed to hire an engineering firm to review drainage and possible enlargement of the access area to improve gate turnaround issues.

Gale also stated that the GIB does meet quarterly with the gate vendor to go over any issues, and training.

4. Treasurer Report-This report was presented by Chuck Peacock-

Operating Results:

Our operating results through April 30, 2025, were not reported at the May meeting due to significant anomalies in the statement provided to me just prior to the meeting. I have just received a revised report with significant income adjustments (\$57,025) that indicates that year to date we have had a significant surplus. In fact, it requires detailed analysis prior to publishing.

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Treasurer's Report Continued:

Just this morning I received a draft of the May results and have had no time to review the same other than it indicates a slight surplus year to date.

Delinquencies:

Having just received the May financials I cannot provide the normal detailed analysis other than the total outstanding amount has decreased to \$45,391.28 from \$49,030.28 last month. The delinquent balances range from \$8,913.54 to \$0.01.

A motion was made and carried out unanimously to not remove the outstanding fees of \$2 each for those that have paid the 2024 amount of \$631 for the 1st and 2nd quarter.

Audit:

The 2024 Audit is completed and the draft states that with all adjustments the Association had a surplus of \$57,359 as the result. It is also noteworthy that our tax return for 2024 includes a tax of \$6,137 on interest earned from CD's purchased from reserve funds. The finalized audit is pending review of comments, explanation thereof and modifications if appropriate. When finalized the audit will be posted on the Association website.

Other Items:

Recent revisions to Florida HOA laws now prohibit the use of reserve funds to cover any operating cashflow shortfall as has been done in the past. The only recourse allowed is to either establish a line of credit with our bank (at a cost) or establish a contingency fund on our balance sheet. The latter would be funded by an audited surplus in our operating funds. I am proposing that we do the latter up to a maximum of \$100,000 with the total amount continually invested in three-month CD's.

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Treasurer's Report Continued:

We are currently working with Converged Services to negotiate a new contract for cable services. They will engage with the various cable providers and negotiate contract terms.

Our current 11-year contract with Comcast/Xfinity doesn't expire until 2028, but it is believed that we can establish a new contract this year with more favorable terms.

Pam Falcigno made a motion to accept the treasurer's report, with Ted Anderson seconding the motion, which was approved unanimously.

ARB Report-Provided by Ted Anderson

- Ted stated that May had slowed down some with 20 various requests presented for approval. These included roofs, shutters, sales, generators and driveway requests. Ted reiterated the need for ARB application to be submitted at one time, with all pertinent information, as the approval process is delayed when waiting for vendor documentation. Naomi reached out to MS Services and the verbiage was added to the form, for the COI to name Imperial Golf Estates as additional insured. This was completed and is on the online form.

Committee Reports-

- Pam Falcigno (Infrastructure Committee) -none currently

Manager Report-

- Naomi Baratko from Vesta, reported that the follow up inspections have been performed. Most of the landscaping issues have been resolved due to the heavy rain.

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Any Old Business: Paving Rescheduling

- The signed proposal with Bain Sealcoat has been revoked due to lack of action and knowledge of rumble strips on the vendor's part. Atlantic Southern Paving resubmitted a proposal, which was approved on motion from Chuck P, and seconded by Jim W. Naomi will submit the termination of proposal to Bains Sealcoat.
- **Fence Near Palm River**-With holes being cut into the fence, the Board of Directors discussed erecting a fence to be paid for by the HOA, to be made of 16-gauge wire that cannot be easily cut. Mark and Naomi need to acquire proposals. Ted A. also added that Bougainvillea should be planted after the fence installation.
- **Chuck P.** discussed changes to HOA laws, speaking of the following:
 - No reserve funds may be used to cover shortfalls within the operating account
 - Should a shortfall occur, a line of credit should be opened. Also, a Contingency Line item should be included in the budget.
 - Chuck also stated that the property is due to having a Reserve Study performed. This should be completed every 5 years.
 - Gale stated that the lake contractor will notify Mark and Jim when they are onsite.

Any Other New Business-Chuck stated that he is working with a representative from Comcast for the upcoming contract renewal, which is currently scheduled for a 4% increase.

Ted Anderson offered information regarding an infomercial pertaining to the theft of property deeds.

Gale stated that a stop light needs to be placed at the intersection of Entrada and Livingston, as the area has high traffic volume.

Jackie Wynn, a homeowner offered a brief presentation regarding **"The Little Free Library"**. Jackie is requesting permission from the Board of Directors, to install two (2) of these "library stations" on the property, to offer free reading material to Children and adults. The cost could be up to \$1200 each.

The board questioned who would pay for the maintenance and upkeep, of which Jackie responded that she would, should the request be approved.

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**Any New Business Continued:**

Pam F. stated that she did not see the need for this. Ted A. suggested that the discussion be tabled until the July meeting. Tom Harruff commented that perhaps we should get the pulse of the community and perhaps do a survey of the homeowners.

Members' Comments:

- A member questioned when the new structure being erected on Princess will be completed. Gale responded that a new General Contractor is needed, per the homeowner.

Adjournment

With no further business to come before the board, a motion to adjourn was made and approved unanimously at 11:26 am.

On Behalf of the Board of Directors,
Naomi Baratko
LCAM

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